

**University of Colorado at Denver and Health Sciences Center**  
School of Education & Human Development, Division of Continuing and Professional Education  
Campus Box 106 • P.O. Box 173364 • Denver, Colorado 80217-3364

***PLEASE KEEP THIS FOR YOUR RECORDS***

1. Course number and title: **TED 5000**
2. Tuition cost: **Paid by Colorado Consulting**
3. Number of credits: **Variable 1-3**

**How to Register:** Please use dark ink, and be sure to sign the registration form. Do not alter any pre-printed course information. Registration forms must be submitted via Colorado Consulting. Forms not submitted via Colorado Consulting will not be processed. See table below for registration deadlines by semester.

- **Important note regarding Student Identification #:** Leave this space blank if you do not know, or have not yet been issued, a University of Colorado student identification number. Please do NOT enter your Social Security number into this space.

**How to Pay:** Student tuition will be paid by Colorado Consulting. Students should not receive bills from the UCD Bursar's Office for courses administered by Colorado Consulting. If a bill is received for these courses, please disregard.

**Grades and Transcripts:** The University of Colorado Denver does not automatically issue grade reports. For complete information on receiving a free transcript (the only official notification of your grade), please visit [www.cudenver.edu/registrar](http://www.cudenver.edu/registrar), and click on "Order My Transcript" or submit a Transcript Request Form to the Office of Records and Registration.

**When will my grade be posted?** Official grades are posted according to the schedule below. If you have *emergency* need of a transcript before these dates, you may contact us to request an early transcript. Before requesting an early transcript, you must verify that the courses you completed have appeared on your UCD schedule (see **Online Student Services**, below, for instructions). We can submit early grades only for those courses that appear on your student schedule.

Please note that there are periods between semesters when transcripts cannot be issued. During these periods, a letter of completion may be requested in lieu of a transcript. Letters of completion may be requested for registrations received by the CPE office between November 1-January 15, April 1-May 20, and July 1-August 1. If you complete a course during these periods, please wait until you see the course on your schedule in the SMART system (see **Online Student Services**, below). Then contact the CPE office to request a letter of completion.

<b>If UCD receives your completed registration between:</b>	<b>Your course will be assigned to this term:</b>	<b>Transcripts will be available (specific dates vary each year):</b>
April 1-July 1	Summer	August 11
July 1-November 1	Fall	December 23
November 1-April 1	Spring	May 25

**Online Student Services:** We recommend that you visit UCD's online SMART system to look up courses and grades that have been posted to your student record. Go to <http://www.cudenver.edu/registrar> and click on the SMART icon. You will need your university-issued student ID number and PIN. (To find out these numbers, please contact the Records Office at 303-556-2389. Note: these numbers will not have been assigned until after your first UCD registration form has been processed—about three weeks after we receive it from Colorado Consulting.)

To contact the Office of Continuing and Professional Education, call 303-315-4985 or email [cpe@ucdenver.edu](mailto:cpe@ucdenver.edu).

*Thank you!*

# University of Colorado Denver, School of Education & Human Development

## Continuing and Professional Education Registration Form

YEAR: \_\_\_\_\_ TERM: \_\_\_\_\_

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Last Name	First Name	Middle Initial	Former Name, if applicable
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Student ID # ( <i>leave BLANK if not known</i> )	Date of Birth	Daytime Phone	Employer
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Mailing Address	City	State	Zip	EMAIL Address ( <i>required</i> )
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**Ethnic Origin**

American Indian or Alaska Native   
  Asian or Pacific Islander   
  White, not of Hispanic origin   
  Black, not of Hispanic origin   
  Hispanic   
  Other

**Citizenship**

U.S. Citizen   
  Non-U.S. Citizen

Country of Citizenship \_\_\_\_\_

Visa Type \_\_\_\_\_

**Gender**

Female   
  Male

**ALL APPLICANTS: ANSWER ALL QUESTIONS**

- Do you have a high school diploma? Yes \_\_\_\_\_ No \_\_\_\_\_
- Do you have a college degree? Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, please indicate College/University: \_\_\_\_\_ Degree: \_\_\_\_\_ Date: \_\_\_\_\_
- **Have you ever enrolled for credit courses at ANY campus of the University of Colorado (including Continuing Education/Extended Studies)?** Yes \_\_\_\_\_ No \_\_\_\_\_  
*If yes, at which campus?* \_\_\_\_\_
- If you are a male born after December 31, 1959, the following selective service question must be answered to comply with Colorado state law: Are you registered with the U.S. Selective Service? Yes \_\_\_\_\_ No \_\_\_\_\_
- Have you ever been convicted of a felony? Yes \_\_\_\_\_ No \_\_\_\_\_
- Have you been admitted to a program in the UCDHSC School of Education? Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, which program? \_\_\_\_\_

CHECK TO ADD	COURSE TITLE	COURSE PREFIX/ COURSE NUMBER	SECTION NUMBER	CREDIT HOURS	INSTRUCTOR'S NAME	TUITION
		TED 5000				Tuition will be paid by Colorado Consulting

I certify to the best of my knowledge that the information furnished on this application/registration is true and complete without evasion or misrepresentation. I understand that if found to be otherwise, it is sufficient cause for rejection or dismissal. I understand that admission to the University of Colorado as a non-degree student does not guarantee eligibility for regular degree status. If these charges are not covered by a grant or scholarship, I understand that I am responsible for these tuition fees.

**Applicant's signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Completed registration forms should be collected by the Colorado Consulting and mailed to: UCD School of Education & Human Development; Continuing and Professional Education; CB 106; P.O. Box 173364; Denver, CO 80217-3364. For questions, contact Continuing and Professional Education by phone: 303-315-4985; fax 303-315-6313; or email: [cpe@ucdenver.edu](mailto:cpe@ucdenver.edu)



**University of Colorado at Denver and Health Sciences Center**  
 School of Education & Human Development  
 Division of Continuing and Professional Education

*Course/Event Evaluation Form*

Course Number: TED 5000

Semester:

Course Title:

Instructor of Record: Wissot, Jay

Actual Instructor:

Please rate each of the following. Circle the rating of your choice and feel free to add your comments. Your opinions and comments are important to us. Each response will be carefully read and reviewed.

	<u>Excellent</u>	<u>Fair</u>	<u>Poor</u>
What is your opinion of the course or event?			
1. Format	6	5	4 3 2 1
2. Length	6	5	4 3 2 1
3. Accuracy of information presented	6	5	4 3 2 1
4. Relevance or practicality of information	6	5	4 3 2 1
5. Overall rating	6	5	4 3 2 1
Comments: _____			
_____			
_____			

What is your opinion of the instructor(s)/presenter(s)?			
1. Knowledge and coverage of the subject	6	5	4 3 2 1
2. Organization and presentation skills	6	5	4 3 2 1
3. Ability to stimulate interest & participation	6	5	4 3 2 1
4. Responsiveness to questions	6	5	4 3 2 1
5. Overall rating	6	5	4 3 2 1
Comments: _____			
_____			
_____			

Would you recommend this course/event to others?     Yes                     No  
 Would you take another course from this/these instructor(s)?     Yes                     No

How did you learn about this course/event? \_\_\_\_\_

*Thank you for your time and assistance!*

This form is intended to be anonymous. We very much appreciate your cooperation in completing it as we work to improve our courses and programs. Completed forms may be collected on site and mailed to: UCD School of Education & Human Development; Continuing and Professional Education; CB 106; PO Box 173364; Denver, CO 80217-3364. Individual forms may also be faxed to 303-315-6313.